

## **HAND TOOLS AND EQUIPMENT**

- ☐ Are all tools and equipment (both company and employee-owned) used by employees at their workplace in good condition?

**Action to be Taken**

**Assigned To:**

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- ☐ Are hand tools such as chisels, punches, etc. which develop mushroomed heads during use, reconditioned or replaced as necessary?

**Action to be Taken**

**Assigned To:**

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- ☐ Are broken or fractured handles on hammers, axes and similar equipment replaced promptly?

**Action to be Taken**

**Assigned To:**

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- ☐ Are worn or bent wrenches replaced regularly?

**Action to be Taken**

**Assigned To:**

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- ☐ Are appropriate handles used on files and similar tools?

**Action to be Taken**

**Assigned To:**

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- ☐ Are employees made aware of the hazards caused by faulty or improperly used hand tools?

**Action to be Taken**

**Assigned To:**

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- ☐ Are appropriate safety glasses, face shields, etc. used while using hand tools or equipment, which might produce flying materials, or be subject to breakage?

**Action to be Taken**

**Assigned To:**

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- ☐ Are jacks checked periodically to assure they are in good operating condition?

**Action to be Taken**

**Assigned To:**

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Hand Tools and Equipment

☐ Are tool handles wedged tightly in the head of all tools?

<b>Action to be Taken</b>	<b>Assigned To:</b>
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☐ Are tool cutting edges kept sharp so the tool will move smoothly without binding or skipping?

<b>Action to be Taken</b>	<b>Assigned To:</b>
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☐ Are tools stored in dry, secure location where they won't be tampered with?

<b>Action to be Taken</b>	<b>Assigned To:</b>
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☐ Is eye and face protection used when driving hardened or tempered spuds or nails?

<b>Action to be Taken</b>	<b>Assigned To:</b>
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